

MINUTES OF THE LEBANON PUBLIC LIBRARY BOARD OF TRUSTEES
MARCH 25, 2008

President Sharon Wood called the meeting to order. Board members present were Sharon Wood, David Koehler, Jane Myers and Marsha Truitt. Kandi Caldwell arrived at 4:50. Linda Jones and Emmadell Sturgis were unable to attend. Also attending were Kay Martin, Library Director, and Tammy Culley, Roving Books.

The Mission Statement was read by Marsha Truitt.

The Secretary's Report was shared. David Koehler made the motion and Kandi Caldwell gave the second to approve the minutes as amended.

A thank you card from Jane Myers was shared.

David Koehler gave the Treasurer's Report. He reported that "we are doing alright." He shared that he is working with Glenna Lenox to create a working prototype on financial planning.

Claims were shared. Kandi Caldwell made the motion and Marsha Truitt gave the second to approve and pay claims 8098-8194. Jane Myers abstained from voting.

The Digital Recording (DVR) Surveillance System Policy was read for the second time. David Koehler made the motion and Kandi Caldwell gave the second to approve the policy.

Dan Sulkoske made a presentation on the third floor project. He recommended that we use Fredericks for the project. They have already done work on the third floor. Alternate 1 is the A/V Collection Room for \$144,546.00, Alternate 2 is the Computer Lab for \$106,717.00, Alternate 3 is the Partition Wall for \$24,000, and Alternate 4 is the Lobby Wall Demolition for \$3,000. Money has already been saved for this project. If the money is not used, it will be lost. Marsha Truitt made the motion and Jane Myers gave the second to accept Alternate 1 and Alternate 2 with Fredericks. Dan is to tell OMS to pursue a change order to accept Alternates 1 & 2 of the exiting contract with Fredericks.

Tammy Culley from Roving Books gave an enthusiastic presentation about the Library's Outreach Program, Roving Books. She has been at the Library since 2004. She supervises "homebound" books, fills the Witham Book Cart, delivers programs, storytimes, and works with preschools. She also creates "take bins" for the Methodist Children's Home, works with Summer Camps, Day Cares, and all Kindergartens.

Kay gave an update on the Strategic Planning Committee. This month the Library Staff has worked on Goal 6 – To enhance the technological capabilities of the Library (see the Evergreen Form) and Goal 5 – To provide an outreach program to the Spanish speaking citizens of Lebanon.

Kay stated in her Director's Report that "everything is going along very well."

Under New Business, the District IV Conference is April 17.

Jane talked about an article in Focus about two Adam's county libraries merging.

David Koehler made the motion and Jane Myers gave the second to adjourn the meeting.

The next meeting is Tuesday, April 22, 2008.

Marsha Truitt, Secretary

Sharon Wood, President